**Creating an Image Using Tagxedo**

1. Select and save a picture (Save Picture As…).
2. Go to <http://www.tagxedo.com/app.html> .
3. On the left, click on the arrow to the right of the word “Shape.”
4. On the bottom left of the pop-up box, click on “Add Image.”
5. Navigate to the saved picture, and double-click on it.
6. You should see a relief of your picture. Now, click “Accept” in the lower right.
7. Click the “Load” button on the upper left.
8. In the “Enter Text” box, type in the words you want to include. Press enter in between each title so that each title will be on a new line.
9. Press “Submit” on the right when you have finished.
10. If you’d like to change the color scheme, click on the arrow next to “Theme” on the left.
11. To save your picture, click on “Save / Share” on the left.
12. Under the “Image” tab, click on the  box. Name your file, and save it to save to SharePoint, your H: drive, or your flash drive.

SAVING TO SHAREPOINT:

* In the saving window, click on Computer on the left.
* Under the “Computer” heading, double-click on the yellow folder labeled with your student ID #.
* Double-click on “My Documents” or “Current Student Workspace,” whichever folder you see.
* Name your file, and click “Save.”